

TRADE TRACKING SYSTEM

91/01/09

WORKLOAD AND OFFICER SUMMARY
ACTIVITY REPORT

FOR QUARTER 2 OF FISCAL YEAR 1990

SUB-REGION: NORTH ASIA

	NUMBER	% OFFICER-TIME		TOTAL-TIME PERSON-QTR
		CANADA	LOC-ENG	
A. EXPORT/TRADE/POLICY ENQUIRIES				
FROM CANADA	: 963	28.38	33.87	6.40
FROM TERRITORIES	: 775	7.23	34.62	3.71
B. VISITS TO CLIENTS IN TERRITORY	: 292	13.92	7.25	2.39
C. EXPORT/TRADE/POLICY PROJECTS AND EVENTS				
FAIRS	: 1	0.00	0.12	0.01
MISSIONS	: 33	3.69	1.87	0.63
CONFERENCE SEMINARS	: 32	3.61	1.62	0.60
OTHER	: 58	1.30	1.62	0.30
D. COMMERCIAL* ECONOMIC REPORTS				
HQ REQUESTED	: 13	1.23	0.37	0.19
POST INITIATED	: 34	4.00	0.25	0.54
E. COMMUNICATIONS ACTIVITIES	: 48	2.84	0.75	0.43
F. INVESTMENT ENQUIRIES				
FROM CANADA	: 41	1.38	0.50	0.22
FROM TERRITORIES	: 44	1.07	1.12	0.23
G. TECHNOLOGY INFLOW PROGRAM ENQR'S FRM CANADA	: 14	0.46	0.37	0.09
CONNECTIONS ARRANGED	: 7	0.46	0.00	0.06
H. PARTICIP'TN IN PROG-REL EVENTS OUTSIDE POST	: 0.61	0.62		0.13
I. SERVICE REQUESTS FM GOV'T SOURCES				
NGO	: 25	0.61	1.12	0.17
HOST GOVERNMENT	: 76	1.30	2.37	0.36
OTHER DEPARTMENT	: 75	4.07	1.50	0.65
PROVINCES/MUNICIPALITIES	: 87	3.69	2.62	0.69
J. ADMINISTRATION: PROGRAM MANAGEMENT & ADMIN.	: 12.61	2.00		1.80
LEAVE, PROFESSIONAL DEVELOP	: 2.07	4.87		0.66
K. SERVICE TO OTHER MISSION PROGRAMS	: 1.38	0.50		0.22
L. TOURISM PROGRAM ACTIVITIES	: 4.00	0.00		0.52
***** TOTALS *****		99.91	99.93	21.00

NUMBER OF BUSINESS VISITORS FROM CANADA : 322
FROM TERRIT : 481

NUMBER OF PEMD APPLICATIONS COMMENTED ON: 37

NUMBER OF OCCUPIED OFFICER POSITIONS - CANADA-BASED : 13
- LOCALLY-ENGAGED : 8